

~~CONFIDENTIAL~~

Management Officer

Chief, []

Proposed Agency Regulations

Document No. 28

NO CHANGE in Class. ☐

6 October 1950

☐ DECLASSIFIED

Class. CHANGED

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DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1735

Date: 03 APR 1978 By: []

1. In accordance with your memorandum of recent date, the following comments on the proposed agency regulations are as follows:

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- a. Page 13, Number [] Paragraph VII. D. should be revised to provide that the required report will be submitted as required, or the statement should be omitted.

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- b. Page 1, Number []: There were a number of changes suggested in a meeting with the former Chief, Administrative Staff, and these suggested changes were given to [] of the Management Staff.

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- c. Page 29, Number []: It was previously recommended that Section VI, "Use of Confidential Funds by Contact Division, Office of Operations" be omitted from the manual since none of the other CIA activities are interested in this information.

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- d. Page 4, Number []: The second and third sentences in Paragraph II. A. do not indicate what action will be taken following the receipt of an appropriation. It is recommended that the paragraph state that budgeting activities will be advised of the amounts approved.

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- e. Page 7, Number []: Since the allotment account numbers of various offices will change from time to time which will require frequent changes in the manual, it is recommended that allotment accounts be omitted from the regulation section of the manual. Perhaps they could be included in the procedure section or issued as a separate document by the Budget Staff.

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- f. Page 1, Number []: Paragraph I. A. should indicate that commitments involving obligations should not be made except through authorized contracting officers of the Agency.

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